



# County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA  
Chief Executive Officer

June 16, 2008

To: Supervisor Yvonne B. Burke, Chair  
Supervisor Gloria Molina  
Supervisor Zev Yaroslavsky  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich

Board of Supervisors  
GLORIA MOLINA  
First District

YVONNE B. BURKE  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

From: William T Fujioka  
Chief Executive Officer

## PERSONNEL SYSTEM REVIEW

This is to advise you that Cooperative Personnel Services (CPS) will be conducting an on-site review of the County's personnel system to ensure compliance with the California Local Agency Personnel Standards. Compliance with these standards is a condition for continued eligibility for funding for social services and child support programs administered by the Departments of Public Social Services (DPSS), Child Support Services Department (CSSD), and Department of Children and Family Services (DCFS). Specified personnel support services administered by the Chief Executive Office (CEO), Department of Human Resources (DHR), and Office of Affirmative Action Compliance (OAAC) will also be reviewed.

The compliance review is conducted to ensure that the County's personnel program is consistent with State and Federal personnel standards. CPS will be evaluating the County's rules and practices in the following areas: recruitment, selection, promotion, non-status appointment, classification, compensation, training, separation, layoff, employee evaluation, equal employment opportunity, employee relations, appeals and grievances, political rights and prohibitions, exempt employment, and recordkeeping.

On March 13, 2008, Mike Henry, the Director of Personnel and representatives of DPSS, DCFS, CSSD, OAAC, and my classification, compensation, and employee relations staff attended a preliminary meeting with representatives from CPS to discuss the scope and process of this review. DHR is working with departments to prepare them for the audit. The onsite evaluation is scheduled to commence on July 7, 2008.

If you have any questions, please call me, or your staff may contact Mike Henry, Director of Personnel, at (213) 974-2406.

WTF:MJH  
STS:MCF:HL

c: Deputy Chief Executive Officers  
Philip L. Browning, Director, Department of Public Social Services  
Steven J. Golightly, Director, Department of Child Support Services  
Trish S. Ploehn, Director, Department of Children and Family Services  
Dennis A. Tafoya, Director, Office of Affirmative Action Compliance

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